



CHRIS CHRISTIE
GOVERNOR

STATE OF NEW JERSEY
OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
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June 10, 2016
NOTICE OF JOB VACANCY
#16-148

An opportunity currently exists in the unclassified service within the Department of Law & Public Safety, Office of the Attorney General, for applicants who meet the minimum job requirements specified below:

TITLE: Deputy Attorney General 2
Director, Sandy Compliance Unit

SALARY: \$79,247.71 to \$114,890.41

LOCATION: Office of the Attorney General
Sandy Compliance Unit
Richard Hughes Justice Complex
Trenton, NJ 08625

NUMBER OF POSITIONS AVAILABLE: One (1)

DUTIES: As the Director of the Superstorm Sandy Compliance, the applicant will be responsible for managing State agencies' public responses to numerous audits by federal Offices of Inspector General (OIG) of more than \$6.0 billion in Sandy disaster recovery funds. As part of this task, the Director will communicate frequently with senior staff at OAG and the Governor's Office, as well as several State agencies and their federal counterparts at HUD, FEMA, the Agency for Children & Families and other federal agencies. The Director will also be responsible for presenting defenses to audit reports at Exit Conferences and meetings before OIG auditors and federal agency representatives.

In addition to managing the State's OIG audits, the Director will work closely with State agencies on ongoing Sandy recovery projects at the Office of Emergency Management and the Departments of Community Affairs, Environmental Protection, Treasury, Human Services, Health and Children & Families and any other departments (as necessary) to counsel these agencies on various issues that arise, help identify any compliance issues early and mitigate or correct any issues.

Key Qualifications:

- Researching and brief writing;
- Client counseling;
- Familiarity with federal procurement rules and cost principles or an accounting/finance background is a plus, but is not required;
- Prior administrative practice experience;
- The position also involves frequent travel to offices throughout the State and Jersey Shore towns that are subject to OIG audits.

REQUIREMENTS

EDUCATION: Admission to practice as an Attorney at Law in the State of New Jersey.

EXPERIENCE: Four (4) years of experience as a practicing attorney, one (1) year of which shall have been in a supervisory capacity.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

RESPONSES MUST INCLUDE A COVER LETTER, RESUME, COPY OF LAW SCHOOL TRANSCRIPT(S), COPY OF YOUR CERTIFICATE OF GOOD STANDING WITH THE SUPREME COURT OF THE STATE OF NEW JERSEY, AND A WRITING SAMPLE (NAME MUST BE IN HEADER OR FOOTER OF WRITING SAMPLE). RESPONSE PACKAGES WILL BE REVIEWED AND CANDIDATES WILL BE SELECTED FOR AN INTERVIEW ON THE BASIS OF THEIR RESUME AND ALL SUPPORTING DOCUMENTATION SUBMITTED. APPLICANTS WHO DO NOT SUBMIT EVIDENCE OF THE STATED REQUIREMENTS WILL NOT BE CONSIDERED FOR AN INTERVIEW.

If you are interested in the above position, please send all requested materials before the closing date of June 24, 2016 to:

Recruitment Coordinator
LPS.Humanresources@lps.state.nj.us

-OR-

Recruitment Coordinator
Office of the Attorney General
P.O. Box 081
Trenton, NJ 08625-0085

Please do not submit your documents in duplicate; choose one delivery method: email or hard copy.

The "New Jersey First Act," N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires new public employees to reside in the State of New Jersey within one (1) year of employment.

The Department of Law and Public Safety is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.

